

General Comments and Specific Recommendations  
from the Personnel & Training Staff, OL  
Relative to the Logistics Orientation Course

General Comments

The second running of the Logistics Orientation Course (1-12 May 1972) was a vast improvement in content over the initial running, due mainly to reorganization. The major problem with the second running was the student makeup of the class. Timing precluded student enrollment from Procurement Division, contracting teams, and only one student attended from Real Estate & Construction Division. Eleven of the twenty-one students were from Supply Division. The average grade of students was GS-09. There was virtually no student participation nor reaction to speakers. This had an adverse effect on the speakers and the overall value of the course.

Specific Recommendations:

1. Shorten the overall time for this course by two or three days. We believe this will add to the overall interest and value of course.

2. Improve the student cross-section representation by allowing the Personnel and Training Staff (with the approval of DD/L and D/L) to select at least half of the students for attendance. In this connection, it is suggested that three or four clericals be enrolled, especially those who have been working in some isolated area. This would include the five slots requested by the D/L for individuals outside the SL Career Service.

STATINTL 3. Continue and expand the panel approach used by Supply Division. Specifically extend it to the Central Depot and possibly to the Procurement Division. Additionally, a large chart should be developed to show the flow of a Requisition, Form 88, through the Supply Division and Central Depot. Would suggest Wally [redacted] could develop and present this in an outstanding manner.

4. Conduct the PSD and LSD tours on two separate days. Obtain a classroom for two days in the Headquarters building for the PSD and LSD briefings and other presentations such as those of the FE and WH Area Logistics Officers and [redacted]

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5. Reduce the time for OL Registry presentation to 30 minutes and eliminate the film on Mailing Techniques.

6. Reduce time for the presentation on Industrial Security to 30 minutes. Suggest [redacted] use some visual aids to make his presentation more interesting.

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7. Reduce time for the presentation on Computers in Logistics to 1 hour. Cut back on the number of vu-graphs and eliminate some of the details.

8. Reduce the time for the B&F presentation, including FPA, PRA, PPA to 1/2 day and eliminate all presentations except those given by [REDACTED] and [REDACTED]

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\* 9. Reduce the RECD presentations to 2 or 2 1/2 hours. Encourage the use of the panel or seminar approach---limit the number of speakers to two or three. Specific individuals will be identified upon request.

10. Eliminate the Log Officer's presentation on NPIC. Support problems in NPIC are not essentially different from those in LSD.

11. Either streamline or eliminate the presentation on OC/MSB. Presentation given in last course was interesting but showed little relationship to Logistics. 1/2 hour would be sufficient to cover this subject.

12. Eliminate the presentation on Communism or reduce to 1 hour and ask [REDACTED] to gear his presentation to an audience which has very limited knowledge of the subject. He is an outstanding speaker, but he spoke over the heads of his audience in the recent Logistics Orientation Course.

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13. Encourage the Procurement Division to use a panel or seminar approach in their presentation. It is visualized that they could take up on the Form 88 where it leaves the Supply Division and show how the procurement action is initiated and consummated. There are some good speakers in PD and they should be given the opportunity to "try their wings" in this Course. Specific individuals will be identified upon request.

\* 14. No change in the Historical Studies except to possibly eliminate or find a substitute for the RECD history. [REDACTED] is an excellent speaker, but the RECD history is less than inspiring.

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15. Retain the films as presented in last course, except possibly add the film entitled What's the Matter With Alice. These films provide a thought provoking diversion in the course which we believe to be beneficial.

16. Add a presentation on Insurance and other employee benefits to include the Voluntary Investment Program (VIP). This to be given by a member of the Office of Personnel.

17. Course should be opened with a briefing session which will explain that the student body may be composed of individuals of different grade levels and

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varying years of experience but that for optimum benefit from the course, it is necessary that each student participate to the greatest extent possible. In this vein each speaker will be encouraged to solicit student comments and/or questions.

18. A majority of the above comments and recommendations are based on the student critiques from the recent Logistics Orientation Course. A consolidation and condensation of these critiques are attached for your information and review.

19. Your comments and/or suggestions are solicited.



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Training Officer, Office of Logistics

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